

# COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

SECRETARY OF THE SENATE

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**Instructions:** Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

**SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

Name of Traveler: Kimberly Lynn Brandt

Employing Office/Committee: Finance

Travel Expenses Paid by (List all sources): JCIE

Travel Date(s): May 27-June 3, 2017

Description/Title of Attached Forms: RE-1 Form

Purpose of Amendment (describe the reason for amending original submission): Post-travel submission is incomplete and must be amended with OPR in SH-232.

7/14/17  
(Date)

Kim Brandt  
(Signature of Traveler)

000000004760

Date/Time Stamp: \_\_\_\_\_

## **EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Kimberly Lynn Brandt

Employing Office/Committee: Senate Finance Committee

Private Sponsor(s) (list all): Japan Center for International Exchange

→ Travel date(s): 5/27 - 6/3/17 KLB

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Tokyo and Hiroshima, Japan

Explain how this trip is specifically connected to the traveler's official or representational duties:

As Chief Oversight Counsel for the Finance Committee, I deal with many trade issues as part of my portfolio. These include international trade issues and so this trip will help me better understand these issues as they relate to Japan.

Name of accompanying family member (if any): n/a

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

4/27/17  
(Date)

Kimberly Brandt  
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Orin G Hatch hereby authorize Kimberly Brandt  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

4.27.17  
(Date)

Orin Hatch  
(Signature of Supervising Senator/Officer)